

MILWAUKEE PUBLIC LIBRARY SYSTEM  
814 W. Wisconsin Avenue, BR 6-7578  
APPLICATION FOR USE OF MEETING ROOM

Conference	Meeting Room	Central	Library
CENTRAL	ALLIS ART LIBRARY	NEIGHBORHOOD LIBRARIES	
<input checked="" type="checkbox"/> Conference up to <sup>100</sup> <del>300</del>	Living Room 30	Center (80)	
<input checked="" type="checkbox"/> Audio-Visual up to 100	Print Room 30	Lapham Room 1 80	
Board Room 15		Room 2 20	
		Room 3 40	
		Llewellyn 60	
		South 400	
		Finney (Full Room)	100
		North Half Room	40
		South Half Room	60

1. Name of organization: Milwaukee Radio Amateurs Club Inc.  
Address: 1816 N. 53 st. Milwaukee 8, Wis. Telephone Number: SP1-3021  
Purpose or type of organization: Non-commercial organization for the purpose of providing means whereby the knowledge of radiotelegraphy, radiotelephony and allied subjects may be collectively increased.

2. Purpose of meeting: (1) conduct club business. (2) Technical Talks (3) General discussion relative to the art.  
Estimated Attendance 45

3. Type of Meeting: 2nd & 3rd Thurs - Sept  
1st & 2nd Thurs - Oct - May

a. SINGLE MEETING

Date: \_\_\_\_\_ Hours: \_\_\_\_\_ to \_\_\_\_\_

b. SERIES OF MEETINGS. Opening and closing dates Sept 8, 1960, May 19, 1961

Day of Week or Month: 1st and 3rd Thur. Hours: 8:00 PM to ~~XXXXXX~~ 9:30 PM

c. CONFERENCE, INSTITUTE, OR WORKSHOP

Dates \_\_\_\_\_ Hours: \_\_\_\_\_

4. As an authorized representative of the above organization, I hereby apply for the use of the meeting room facilities as indicated above. I have read the rules governing meeting room use printed on the reverse of this application and agree that they will be strictly observed. In case a meeting is cancelled, I agree to notify the Library as far in advance as possible.

Date: 8-12-60 Signed Arlan L. Bowen

Title or Position President

Address 1816 N. 53 St.

(Do not write below line. For Library use only.)

Dates checked by \_\_\_\_\_ Date \_\_\_\_\_

Approved by Union Mot dot Date \_\_\_\_\_

Not approved for following reason \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

Approved  
dates  
Sept. 8  
15  
Oct. 6  
20  
Nov. 3  
17  
Dec. 1  
15  
Jan. 5  
19  
Feb. 2  
16  
Mar. 2  
16  
Apr. 6  
20  
May 4  
18

## MILWAUKEE PUBLIC LIBRARY SYSTEM

### Rules for the Use of Meeting Rooms

Library meeting rooms are intended to be used for public gatherings which supplement or are related to the public library's basic program: to strengthen effective citizenship through the use of books and other library materials.

Any group or individual located or residing in Milwaukee may apply-- for the use of the meeting rooms, subject to prior commitment and the following rules prescribed by the Library's Board of Trustees:

1. Application for room use must be made in triplicate on this form, PL-111. The application must be signed by a responsible member of the group and provide full details of the purpose for which the room is to be used. One copy will be returned to the applicant for his own files. Applications are to be sent to the City Librarian, Milwaukee Public Library.
2. The purpose of the meeting must be civic, educational, or of other general public interest.
3. The meeting must be open to the public without the payment of any admission fee nor may a collection be taken. The only exceptions are in the case of paid registration necessary to cover expenses for institutes, courses, or discussion groups with which the library is cooperating. Even in such cases anyone must be admitted free of charge who so demands.
4. Meeting rooms in neighborhood libraries will have preference given to local or neighborhood groups within the vicinity of a neighborhood library.
5. Meetings may be held at any time within the hours of usual opening and until 9:30 p.m. There is no charge for use of meeting rooms or regular equipment.
6. Groups must agree to conform to the meeting room capacity limitations. The library requires an attendance report.
7. Arrangements requiring custodial assistance or requests for use of special equipment must be made at the time this application is filed on forms provided for this purpose.
8. Copies of announcements of programs held in the Milwaukee Public Library meeting rooms should be sent to the Coordinator of Services to Adults.
9. The Library Board of Trustees reserves the right to adjust and to rearrange meeting room schedules and assignments as exigencies demand.